Dugway Proving Ground
Restoration Advisory Board Meeting

13 August 2007
English Village Command Conference Room – Bldg 5450
Dugway, Utah

REPOSITORY OPTIONS

by

Lynn E. Appell
USACE

CURRENT REPOSITORIES

TOOELE PUBLIC LIBRARY

128 West Vine

Tooele, Utah 84074

(435) 882-2182

UNIVERSITY OF UTAH, MARRIOTT LIBRARY

SPECIAL COLLECTIONS Rm 541

295 South 1500 East

Salt Lake City, Utah 84112

(801) 581-8242

Army Environmental Cleanup Permanent Document Repository Guidance

Permanent repository by FY05, directive dated 27 May 2003, in accordance with
AR 25-400-2 (official copy)

AEC - Will maintain system for active installations, BRAC, and compliance related cleanup programs (official copy in Army Record Information Management System (ARIMS))

USACE – Develop and implement a system for formerly used Defense sites (FUDS) (separate cover) – environmental cleanup record keeping per AR 200-1

Existing information and information generated in FY05 should be complete by the end of FY08

Example #1 of Current On-Line Repositories

FUDS Application:

Hamilton Army Airfields

Army BRAC

http://www.spk.usace.army.mil/projects/environmental/haaf/doc.html

Example #2 of Current On-Line Repositories

Air Force Administrative Record (AR)/Related Documents Search Engine

https://afrpaar.afrpa.pentagon.af.mil/ar/docsearch.aspx

- Oracle database (resides in Arlington Virginia)
- Compressed files
- Saves space
- Reduces file size for search
- Software availability

AEC PLAN

- Permanent Cleanup Document Repository
  (PCDR)

- All Active installations complete by 2012
  - 71 Installations complete FY07
  - 96 Installations complete FY08

-100% of all installation are to have all documentation organized and complete by FY08 (for FY05 thru FY08 documents only)

AEC Permanent Cleanup Document Repository (PCDR)

PCDR Completion Schedule

47% of installations by end of FY08 (96/204)
59% of installations by end of FY09 (121/204)
72% of installations by end of FY10 (146/204)
84% of installations by end of FY11 (171/204)
100% of installations by end of FY12 (204/204)

AEC Requirements

- Collect, reformat/scan, upload, QA documents finalized, and ship to and from installation

- Provide infrastructure and access through the Repository of Environmental Army Documents (READ)

Repository of Environmental Army Documents (READ)

- USAEC document application

- Contains over 200,000 records

- PCDR, NEPA Online, BRAC and USAEC TIC Documents

- Accessible through AER; AKO account required to request user ID.

- **No public access**

Installation Requirements

- Maintain all cleanup records IAW AR 25-400-2, The Army
  Information Management System

- For documents finalized before FY06

  - Respond to USAEC Survey and document requests
  - Provide documents in hard copy or .PDF compatible
    electronic format

- For documents finalized after FY05

  - Coordinate funding w/AEC PM
  - Maintain AKO, AERO & READ/PCDR accounts
  - Upload all final documents within 60 days of completion
  - Provide QA/QC

Option 1

- Continue expanding the USACE Dugway Proving Grounds Environmental Website

- Add all <u>incoming new</u> documents flat files (FTP) similar to the Hamilton site

- Estimated Cost – minimal

  - ACE-IT support - unknown costs at present time

Option 2

- Create a **searchable** repository on the Dugway website,
  New documents only

- Considerations of Expenses:
  - Program/database development
  - Cataloging
  - Reporting from contractors
  - Travel costs (if applicable)
  - Monthly maintenance costs (if applicable)

Option 3

- Create a searchable repository on the Dugway web site,
  New and Old documents

- Considerations of Expenses:

  - Document Conversion
    - Scanning
    - QC
    - Indexing
    - Packaging
    - Equipment
  - Program/database development
  - Cataloging
  - Reporting from contractors
  - Travel costs (if applicable)
  - Monthly maintenance costs (if applicable)

Option 4

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

- Wait 3-5 months to see what happens with the National Archives and Records Administration (NARA) expansion for scanning

- Considering their costs in relationship to Battelle's rough quote, they might be worth waiting on financially

- Public database not included

Option 5

- Wait for the AEC Total Conversion in FY12

  - Could be combined with the downloading all new documents on the web site

  - Cost would be minimal since AEC already is budgeted for the main conversion

  - Public database not included

Option 6

- Hire a private contractor and create a stand alone database
    - Contractor will not have the Dugway website access – stand alone
    - Requires a separate contractor maintained operating system
    - Reference cost estimate later

Option 7

- Remain Status Quo
  - Tooele Public Library
  - University of Utah

Cost Estimate Reviews - 1

Battelle Estimate – Refer full sheet add-in

Cost Estimate Reviews - 2

Private Contractor - No access to Dugway Website

- Stand- alone system/search engine

- Initial set up $25K
- Monthly maintenance: $1,575
- Scanning - PDF/OCR
- .57cents per page

(1 linear foot – roughly $1,641.60 single sided) - Color $ 8.69 per page

- Oversized $29.05 per page (11” x 17”)

Cost Estimate Reviews - 3

National Archives and Records Administration (NA

- Estimate for packaging for Chem & Bio docu
  SF 135 preparation and storage costs
  - NARA $37,102
  - reference Battelle quote @ $160,000

Potential: Future SMART scanning capability, early estimate
3 months
Compliant w/501.2.2

Cost Estimate Reviews - 4

AEC - Current charges for scanning at installations (Dugway Proving Ground – FY12)

- $1,000 per linear foot
- plus shipping to and from AEC

ALL paid for by AEC at time of processing

Public database still required

Cost Estimate Reviews - 5

USACE - Minimum costs to load current documents to current Web Site (i.e. Hamilto

- Depending upon current incoming or old and new electronic PDF files – some in ho labor to pull documents

- If search capability is decided:
  ACE-IT costs may be incurred
  Current ACE-IT support costs have not been established due to transition

?
QUESTIONS